



Secretariat

26 August 2003

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Working hours during the fifty-eighth session of the General Assembly**

1. The fifty-eighth session of the General Assembly will open on Tuesday, 16 September 2003, in accordance with rule 1 of the rules of procedure of the General Assembly, as amended by General Assembly resolution 57/301 of 13 March 2003. Accordingly, the number of normal working hours per day will be eight and one half from 16 September 2003 until the last day of the main part of the regular session of the General Assembly.

2. Heads of departments or offices may authorize flexible working arrangements in accordance with Secretary-General's Bulletin ST/SGB/2003/4, provided this will not interfere with the efficiency of the Organization. Essential services must be maintained at all times to best meet the requirements of the General Assembly.

3. From the day following the last day of the main part of the fifty-eighth session of the General Assembly, the normal working hours will again be eight hours per day, until further notice.

* Expiration date of the present information circular: 31 December 2003.

